

**SECRET**

SSA 63-0315

12 April 1963

MEMORANDUM FOR: Special Support Assistant to the  
Deputy Director (Support)

SUBJECT : Exclusive Use vs. Custodial Assignments  
of Vehicles

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REFERENCE :

1. Following is quoted an excerpt from a dispatch received from our Audit Staff in  which requests guidance as to the treatment of vehicles classified as assigned for "custodial use" as contrasted with "exclusive use" as defined in

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"In the audit of , as in  the question arose as to what constitutes an 'exclusive use' assignment of an Organization vehicle within the provisions  recently submitted a request for TVA to provide 54 vehicles and two Transportation Allowances. This also included MLB. The 54 vehicles are categorized in the justifications submitted with the request as:

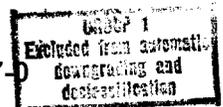
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a. Pooled			
Sedans.....	6		
Station Wagons.....	1		
Trucks.....	<u>6</u>	13	
b. QP Vehicles.....		5	
c. Exclusive Assigned.....		1	
d. Custodial Assigned			
Sedans.....	34		
Station Wagon.....	<u>1</u>	<u>35</u>	
Total.....		<u>54</u>	

The pooled sedans are to provide replacements for assigned vehicles undergoing repair and to provide transportation for official business of employees

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not having an assigned vehicle within the [ ] area. Of the 34 custodial assigned sedans, one is assigned to the Housing Officer, and the remainder are assigned to operations and reports officers. With one exception, for which there is no requirement, all operations and reports officers at the Base are assigned a vehicle. We were informed by the Chief of Base that for operational reasons, lack of adequate public transportation, and security reasons, it is necessary that the vehicles be available to them for 24-hour use and that the vehicles are used during and after normal duty hours.

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"The Base and [ ] consider these vehicles to be custodial assignments and not assignments for 'exclusive use' within the context of [ ] because:

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- a. The vehicles are assigned to the custody of an individual for the use of a group of individuals and are available for reassignment to other individuals or to other elements to meet higher priority requirements.
- b. The vehicles are on occasion switched between operations officers.
- c. The vehicles are not intended for use by members of the employee's family except in emergency. The vehicles are not

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[ ]  
Furthermore, age and other factors make the vehicles unsuitable for family use.

"In view of the assignment of a vehicle to each operations and reports officer and provision for a pool for other use, we do not see, at least from a practical standpoint, how the vehicles are to be available for others nor the need to make them available to others. Nor do we see what higher priority might arise for use of the vehicles. It would appear that the vehicles are assigned for official use of the individuals on a full-time basis.

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"On the other hand, we agree with the Station in not classifying these vehicles as 'exclusive use' on the basis they are not intended for, and for security reasons not committable for, family personal use. To deny the individuals shipment of POV at Government expense and family use of an Organization vehicle would be unfair. We do not believe this was the intent of [redacted] However, we would like further clarification of the intent of the term 'exclusive use' as used in [redacted]"

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2. We will appreciate it if you will obtain and furnish us with a policy determination as to the intent of the cited regulations in cases such as described above.

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[redacted signature box]

Chief, Audit Staff

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STATINTL

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